

## **TGMI Steering Committee**

### **Meeting Minutes – March 9, 2004**

**Members Present:** Teresa Bullington, Mike Travis, Marty Toth, Chuck Holland, Cindy Saladin, Kathy Hartman, and Donna Duarte.

#### **Old Business:**

- The February 3, 2004 Steering Committee Meeting minutes were approved with changes.
- Donna officially handed over leadership of the Newsletter Committee to Chuck. The last newsletter for 2003 has been published and she encouraged him to begin anew. Chuck will be the editor for the Alumni Newsletter for 2004.
- Marty reported that he is getting together members for the Orientation Committee. His target is to have the Committee set by the first week of April.
- Mike reported on his conversations with several financial institutions for the TGMI Bank Account. He discussed accounts at Southeast Financial Credit Union, Bank of America, AmSouth, and Union Planters. The final selection was to set up the account at the Goodlettsville Branch of Union Planters. Mike, Chuck, and Donna will make arrangements to get signature cards signed and the account opened.

#### **New Business:**

- 2004 Selection Committee was established. Serving will be Commissioner Randy Camp from Personnel, Bob Henningsen, Deputy Commissioner from the Department of Labor and Workforce Development, Donna Blackburn, Executive Director from the Board of Probations and Paroles, Kathy Hartman, Past TGMI Steering Committee Chairperson, and Donna Duarte, Current TGMI Steering Committee Chairperson. Cindy hopes to have the class announced on March 31.
- Cindy provided the DOP update.
  - The UT staff (Kim and Casey) is working on the agenda for TGMI 2004. Cindy has changed 3 or 4 of the days already and because of the new criteria, more of the agenda will change.
  - Cindy also mentioned the Administrative Support Conference in May and June. She asked for help with door prizes.
- Chuck reported for Julie that plans were being made to hold a Brown Bag luncheon at the Tricor Showroom. The date has not been finalized.
- The meeting was adjourned. Next meeting is scheduled for **Tuesday, April 6, 2004, at 11:30, at DOP.**